

**CHILDREN & FAMILIES COMMISSION OF FRESNO COUNTY**

**Monthly Meeting  
October 2, 2002 - 3:00 p.m.**

**Children & Families Commission Offices  
University of California Building  
550 E. Shaw, Suite 230  
Fresno, CA**

**AGENDA ITEM NO. 1: CONSENT AGENDA ITEM 1a**

**Recommendations:**

Approve Commission Minutes – September 4, 2002 Meeting

**MINUTES OF THE SEPTEMBER 4, 2002 MEETING**

**Present:** Vice Chair Luisa Medina, Secretary/Treasurer Gary Carozza, Commissioners Marion Karian, Roseanne Lascano, Kathleen McIntyre, LeeAnn Parry, and Gary Zomalt; Executive Director Steve Gordon, Commission Counsel Holley Perez

**Absent:** Commissioners Bob Waterston (excused) and Oscar Sablan (unexcused)

Vice Chair Luisa Medina called the meeting to order at 3:07 p.m.; a quorum was established.

**1. Consent Agenda**

- a. Approve Commission Minutes – July 3, 2002
- b. Receive Financial Report for June, 2002
- c. Approve Transportation plan for Barney Event with KVPT (\$4000)\* (Gordon)
- d. Approve Forwarding Commission's Annual Program Report and Financial Audit for Fiscal Year 2001-2002 to the Fresno County Board of Supervisors for Review and Comment\* (Gordon/Higginson/Mimura)
- e. Approve School Readiness Initiative Application for Lowell Elementary School to be submitted to the State Commission for Review\* (Gordon/Bouhebert)
- f. Approve Policy on Funding Entities Currently Receiving Proposition 10 Funds\* (Gordon/McIntyre)
- g. Receive Report on Child Care Mini-Grant Program\* (Gordon)

Commissioner Lascano asked that the minutes reflect the request by KVPT for funding from neighboring Children & Families Commissions for the Barney event.

Commissioner Parry asked to pull item "e". Commissioner Medina asked to pull item "f".

***Commissioner Carozza (McIntyre second) moved to approve the remaining items on the consent agenda. Motion approved unanimously.***

- e. **Approve School Readiness Initiative Application for Lowell Elementary School to be submitted to the State Commission for Review\* (Gordon/Bouhebert)**

**Discussion:** Commissioner Parry asked for clarification on the transience rate presented in the Executive Summary for Lowell's application. Principal Ray Avila explained that there was a significant transience rate within the Lowell community that was being addressed in several ways, including the fact that Fresno Unified School District has now capped Lowell Elementary at a maximum of 650 students, which may increase the stability of the school population. Parry further asked whether any provisions were being made for children serviced in Lowell's program

who move out of the Lowell area, whether these children could continue to be included in Lowell's program, if they were referred to other programs in new areas, etc. Mr. Avila stated this would be difficult to do because many times the movement of families is not easily tracked and they may move into areas without comparable services available. He assured the Commission that every effort possible is made to ensure continuity of programs and services to transient families. Parry also asked about training for staff above the kindergarten level, whether there would be integration of programs for pre- and post-K programs; Avila responded that every effort will be made for integration of these programs within the Lowell community.

Commissioner Medina questioned whether there would be any program income from the proposed medical services to be provided, and what the potential for "double billing" of these services might be. Counsel Perez said it would be good to clarify in the application how billing for medical services would be done, and what agencies would be responsible for what services.

Commissioner Lascano asked whether the proposed program would expand services or not and who would handle the Kindergarten Preparation program. Mr. Avila answered that the state preschool is currently at capacity at 40 students and the proposed program would be an expansion of services for an additional 40 students. He also stated that off-track kindergarten teachers from Lowell would be doing the Kindergarten preparation program. He stated these teachers receive monthly in-service opportunities for training and are working with the District Pre-School Coordinator to better understand where these children are pre-K.

Commissioner Carozza asked what evaluation tools would be used to measure outcomes and results of the program. Connie Provencia, Lowell NRC Coordinator, stated they plan to implement the Home Instruction Program for Preschool Youngsters (HIPPY) and also plan to hire an Early Care and Education Specialist to oversee the program, track data, etc. Principal Avila stated that they would also utilize Fresno Unified's Research, Evaluation and Assessment program that will track children once they enter kindergarten and they will try to make the connections back to those children involved in the HIPPY program.

Commissioner Medina asked what the future of the School Readiness Program is. School Readiness Coordinator Anne Bouhebent stated that staff is working with two additional schools to prepare applications to submit to the State Commission in December. After that time, the State Commission dollars will probably be committed, leaving somewhere between \$4 and \$5 million in County Commission dollars committed to continue this program. Staff will be making recommendations to the Commission on how best to allocate these remaining local dollars once the state funds are committed.

**Public Comment:** None.

***Commissioner Carozza (McIntyre second) moved that the School Readiness Initiative Application for Lowell Elementary be forwarded to the State Commission for review and funding consideration. Motion approved unanimously.***

**f. Approve Policy on Funding Entities Currently receiving Proposition 10 Funds (Gordon/McIntyre)**

**Discussion:** Commissioner Medina asked how the percentage figure of 50% in the proposed policy was determined and if staff has looked at the impact this figure would have on those currently receiving Prop. 10 funds. Special Projects Coordinator Brian Mimura stated that the 50% figure was a staff recommendation not developed by any precise method. He said staff understood the Commission's concern to be that awarding multiple contracts to a single entity could foster the atmosphere in which there is an increased dependency on Prop. 10 funds and therefore long term implications for sustainability of that organization and/or the programs funded. Staff has not analyzed the impact that this recommendation would have on currently funded programs. He did clarify that the intent of the policy was to cover those entities applying for funds for different programs rather than extensions of currently funded programs. Commissioner Medina stated she did not want to see a policy adopted that would be a barrier to any local agency applying for funding for innovative projects since that was one of the beauties of the Proposition. She also asked for a definition of "in good standing", whether if there was a "corrective action plan" in place if that agency would be considered in good standing? Mimura replied that once a corrective action plan was implemented, the agency would be considered in good standing.

Commissioner McIntyre stated that the intent of her concern in this area was reflected in the proposed policy, although she would consider a percentage figure as high as 90% to be adequate. She also said she would like to see more collaborative efforts between agencies, particularly those who seem to be more dependent on Prop. 10 funds.

Commissioner Zomalt expressed his desire to see as many revenue maximization and sustainability strategies as possible where Prop. 10 funds are concerned. He also stated that targeting of non-categorical funds (such as Prop. 10 funds) for programs for underserved populations should be a priority.

Commissioner Carozza asked whether Commissioner McIntyre would consider the inclusion of revenue maximization and/or evaluation of collaborative processes as part of this policy. Director Gordon said that staff was already discussing the impact this might have on pilot programs, capacity grants and planning grants, and that perhaps there is opportunity for some exceptions to the policy.

Staff was directed to analyze the impact on current contractor re: percentage of Prop. 10 funds vs. total budget.

**Public Comment:** None

**HELD**

**2. Approve Funding Recommendation for the General Mini-Grant to Fresno Council on Child Abuse Prevention (Gordon/Rogers)**

This item was carried over from the August meeting when there was not a sufficient quorum present to act with Commissioner McIntyre's disclosure of a conflict.

**Conflict of Interest Disclosure:** Commissioner McIntyre again declared a conflict.

**Discussion:** None

**Public Comment:** None

***Commissioner Zomalt (Lascano second) moved to approve the award of \$5000 for a General Mini-Grant to the Fresno Council on Child Abuse Prevention. Motion approved, 6-0; McIntyre abstaining.***

**3. Discuss and Approve Commission Supplanting Policy (Gordon/Mimura)**

Director Gordon stated staff was bringing a proposed supplanting policy for the Commission's discussion and approval per their request at the August meeting. He said that the recommended policy is a culmination of discussions with State Commission staff, County Counsel, Advisory Committee discussion and staff input.

**Discussion:** Commissioner Carozza asked about the status of the letter to the State Commission that the Commission had requested be drafted in August. Director Gordon stated that the letter was still in draft form, but would go out by the end of this week. Commissioner Carozza suggested that this proposed policy also be forwarded to the State Commission for comment and ask for their input. Counsel Perez stated that it would be beneficial for the Commission to include the policy they are considering with their letter to the State Commission to show that they are seeking direction from the State Commission since the State Commission is appointed to provide guidance and direction for the process. Director Gordon said that he would like to have a supplanting policy in place before the any new recommendations for funding are brought to the Commission, which should be in November or December. He also directed the Commission to the definition within the policy regarding state general fund dollars (anything and everything collected by the state except for specific tax purpose dollars, like Prop. 10 and Prop. 99), supplied by the State Commission's Chief Deputy Director Joe Munso; Counsel Perez said this definition of general fund money was also codified in the Government Code. Commissioner Zomalt asked for clarification on how a policy of this type could help the Commission make funding decisions. Counsel Perez responded that, while it would be necessary within the review process to look at the funding stream of all revenue sources to trace them back to their source, it would assist the Commission in identifying funding sources such that Prop. 10 funds would not be diverted into programs receiving general fund money. Commissioner Zomalt stated he would rather have a policy that helped the Commission make good decisions, to provide needed services to families in a timely manner, rather than a policy that might hinder the decision-making process. Director Gordon quoted from Frank Furtek, California Attorney General's office, "California courts have not addressed the issue of supplantation; so there is no precedent to grant or disallow funding. The court will defer to your agency's judgment as long as the reasoning is sound. Clear documentation supporting the decision and uniformity among funding decisions made by the agency. A judge would look to the 'reasonableness' of the decision made at the county level in determining if the funding constitutes supplantation."

Director Gordon said his goal was to have a policy to ensure consistency in review of applications and recommendations for funding. Commissioner Zomalt suggested that there be a task group formed to review the policy presented. Commissioner Carozza stated he felt the Commission was in a difficult position, having to interpret the law without clear policy in place, and the actions of the Commission could then be put in question; he echoed Commissioner Zomalt's suggestion for a task group. He also asked that previous drafts of supplanting policies, which included an override ability of the Commission to view a specific project if they so chose, be looked at again.

Staff was directed to attach a copy of the draft policy presented here to the letter to the State Commission regarding a possible statewide policy asking for review and comment

on this draft policy and bring together a task group to review and refine the policy. Commissioners Carozza, Zomalt, Parry and Karian volunteered to serve on the task group.

**HELD**

**4. Discuss and approve the Development of a Request for Proposals (RFP) for Unintentional Injury Prevention**

Mimura outlined the Commission's actions re approval of six topical areas within the strategic plan that refined the focus for future funding through the Priority Area Requests for Proposals and Commission-based partnerships. Unintentional Injury Prevention was one of the six topical areas identified for priority funding, and through input through a variety of forums, staff is ready to move forward with development of an RFP for this area. Once the RFP is developed the Commission would be asked to review it and approve it for release to the community.

**Discussion:** Commissioner Parry asked why the recommendation is to move forward with an RFP rather than hold a community forum on this topic. Mimura responded that staff has analyzed all the topical areas for the stage or state of development of each one and has concluded that this area of unintentional injury is the farthest along, as identified in the community convenings and advisory committee discussion, with the need for direct services including individual (family) level face-to-face interpersonal education to help reduce and prevent injury to children 0-5. Staff weighed the nature of the needs to determine which funding mechanism would be more appropriate and determined that in order to provide the direct services identified as most needed the RFP route was the better mechanism.

Commissioner Parry said she was not convinced that providing funding to organizations in the community to do this work was a valid first approach; she asked whether the Commission has identified the currently existing programs in this area. Mimura responded that this proposed RFP was one part of a broader initiative that is being planned. It is envisioned that this part will be complimented by a community level awareness campaign. These two components together are planned to create an atmosphere more conducive to the individual level change that the RFP contractors will be trying to enact at the local level. Commissioner Parry suggested that perhaps an RFP should be developed which would be tied into the broader initiative; she would like to see both pieces presented together as they seem fragmented to her at this time. Mimura said the broader community campaign is currently envisioned as a Commission-based partnership that can be mobilized much more quickly than can the RFP process. He said staff does envision both parts of this initiative rolling out in a strategically timed way, with the messages for both components coordinated on the community-wide level.

Commissioner Medina asked for clarification on where this proposal fit in the overall funding mechanisms, where the letters of intent fit with this. Mimura explained that the letters of intent were for the General Grants Program, which encompasses all the goals in the strategic plan, whereas the RFP and Commission-based Partnerships focus more on specific topical priority areas identified by the Commission. Medina further asked about the timeline for the roll out of funding opportunities for the other identified priority areas. Mimura responded that the six topical areas identified by the Commission are in various stages of "readiness" for funding as there is a wide variation in the knowledge base for the various priorities; staff is meeting almost daily with various groups and stakeholders to determine how best to approach each of the priority areas. The area of unintentional injury appears to be much better defined at the moment than the other

priority areas, although a comprehensive list of all the stakeholders for this topic has not been put together. Staff feels there is sufficient information on the nature of the need within this priority to move forward with the development of an RFP.

Commissioner Medina also said she would like to see both parts of this initiative (the community-level campaign and the RFP) rolled out together. Mimura responded that, from the community perspective, the roll out will be at the same or very close to the same time. The reality in developing an RFP is that it takes much longer to do than to put together the other component.

**Public Comment:** None

***Commissioner Zomalt moved (Carozza second) to approve the development of an RFP for Unintentional Injury Prevention. Motion approved unanimously.***

**5. Public Comment / Announcements**

Commissioner Karian presented a plaque of appreciation to the Commission from West Hills College for the Commission's support of their child care program. The West Hills center is one of only three or four in Fresno County to have obtained NAEYC accreditation.

Commissioner Medina asked that information on the NAEYC accreditation program, as well as the HIPPY program, be presented at future meetings or that some written information on these programs be distributed to the Commission. Commissioner Karian asked that additional information on the Touch Points program also be distributed.

Laura Whitehouse, Children's Summit Advisory Committee, distributed "Save the Date" flyers regarding the Nov. 8, 2002 Children's Summit.

Commissioner Medina asked how equipment purchased with Prop. 10 funds was to be used by providers after the end of their contract(s) with the Commission. Director Gordon stated that they understood that the equipment had to continue to be used for the same purposes and the same target population. Commissioner Carozza suggested that a periodic reminder be given to our providers outlining who they service population was, etc.

Joan Schlesing, California Council of Churches, asked when there would be Commission discussion on additional funding for the child care mini-grant program. Director Gordon responded that that would be brought to the next meeting.

**6. Adjournment:** Commissioner Carozza (McIntyre second) moved to adjourn the meeting at 4:35 p.m.